

Tasking Memorandum No. 99- 2⁷

Memorandum For All ACOs

Subject: Reporting on Contract Closeout under DCMC Class Deviation
(ref.: PCN 98-215 (Tasking))

Date: November 2, 1998

Suspense Date: 15th working day of each month through September 30, 1999

Requirements:

- This tasking replaces the current process measure outlined in Policy Change Notice 98-215. This change is being instituted to reduce the level of reporting required by the CAOs.
- Policy Change Notice 98-215 issued a class deviation to FAR 42.703-1(b) and FAR 42.703-1 (c)(2) and FAR 42.708(a)(2)(i). The class deviation authorized Administrative Contracting Officers (ACOs) to close specific contracts prior to the establishment of final indirect cost rates regardless of dollar value or the percent of unsettled indirect costs allocable. This policy change notice also required DCMC CAOs to report the use of the class deviations and the impact on contract closure cycle time.
- DCMC will still be measuring the success of these class deviations by collecting data on the overhead rate settlement cycle time. However, reporting will be limited to contracts using quick closeout or class deviation procedures. Contracts closed not using these procedures shall no longer be reported. Attachment 1 is a spreadsheet to be used in capturing this data. Instructions on who needs to fill out the spreadsheet and the spreadsheet field definitions are at attachment 2. ACO remarks are encouraged on whether negotiations were more difficult due to this process.
- The spreadsheet shall be filled out by the applicable CAOs, and on a monthly basis, submitted to the CAO's respective District Point of Contact. The District shall, in turn, consolidate this information and provide it to DCMC-OE. Data shall be submitted by the 15th working day of the month for the data preceding that reporting month. Negative reports are not required.
- District points of contact for the data submittal are:
 - DCMDE, Joyce Blais, jblais@dcmde.dla.mil, 617-753-3398/DSN 955-3398
 - DCMDW, Bob Depew, rdepew@link.dcmdw.dla.mil, 31 0-335-4398/DSN 972-4398
 - DCMDI, Charlene Hammaker, charlene_hammaker@hq.dla.mil, 703-767-2792/DSN 427-2792
- Benefits to this revision include:
 - Reporting is now limited to those CAOs who use quick-closeout or the class deviation procedures. This should limit the amount of reporting required by CAOs.
 - Reporting only those contracts where the final voucher has been submitted to DFAS during the current reporting month will help ensure accurate comparison of cycle times between normal closeout, quick closeout and class deviation procedures.

- PLAS Codes applicable to this tasking are Process Code 181, Contract Closeout, and Program Code NP049, Close Contract On-time.

Point of Contact for Further Information:

<mailto:stephanie.strohbeck@hq.dla.mil>, Property Closeout and Terminations Team (DCMC/OE), 703-767-3445/DSN 427-3445

or

<mailto:patty.tellez@hq.dla.mil>, Property Closeout and Terminations Team (DCMC/OE), 703-767-3436/DSN 427-3436



Signature:

JILL E. PETTIBONE

Executive Director

Contract Management Operations

Attachments